Minutes
NV IT Operations Committee (NITOC)

DATE	October 13, 2004
TIME	1:30 PM
LOCATION	Kinkead Conference Room, Carson City
RECORDER	Maggie Thorne

ATTENDANCE

Chair Name	Present	Co-Chair Name	Present
Terry Savage, Chair	✔	Kathy Ryan, Co-Chair	✔
Mike Hillerby, Chair, Strategic Plan		Perry Comeaux, Co-Chair, Strategic Plan	
Roberta Roth, Chair, ITPOC		Kathy Ryan, Co-Chair, ITPOC	✔
Janice Rhode, Chair, IT Workforce	✔	Kathy Comba, Co-Chair, IT Workforce	
Dave McTeer, Chair Enterprise Architecture	✔	Terry Savage, Co-Chair, Enterprise Architecture	✔
Teri J. Mark, Chair, NERC		Linda Morrison, Co-Chair NERC	✔
Alan Rogers, Chair, Integration	✔	Vacant, Co-Chair, Integration	
Randy Potts, Chair, Security	✔	Jerry Beauchamp, Co-Chair, Security	

Other attendees

Name	Name
	Alisanne Maffei, DoIT

CALL TO ORDER
Kathy Ryan called the meeting to order at 1:30 pm.

Kathy apologized for Terry's absence and indicated he would be arriving later and that they would jump from the normal agenda to the PSP review.

The members reviewed 3.02 Web Style Guide. Dave McTeer suggested that Linda DeSantis report on a monthly basis to NITOC to report on any non-compliant agencies of the PSP. Alan Rogers added to the suggestion that Terry get approval from the Governor to turn-off any non-compliant website. Terry said he would handle each non-compliant agency individually and get authority from the Governor's office case-by-case.

After review of the PSP, Maggie indicated she would send out the changes to the members for review.

REVIEW OF MINUTES AND AGENDA CHANGES
Minutes were not approved from the August 11 meeting.

CHAIRMAN REPORT
- Postponed until the next meeting

DECISIONS[1]

Item No.	Decision
	None

COMMITTEE REPORTS

1.	No reports given.

ACTION ITEMS[2]

Item	Opened	Description	Assigned	Due	Closed
9.	7/11/02	Draft inter-committee working relationship policy statement.	Terry Savage	Sometime Soon	
10.	10/13/04	Review PSP 3.02 once the IT Workforce has provided insight to webmaster positions in order to include web maintenance for compliance with the IT Optimization Study recommendations.	--	When completed	

OTHER ISSUES
None

ADJOURNMENT
The meeting was adjourned at 3:10 pm.

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[1] *Decision*: Reaching a conclusion… particularly in response to a course of action.
[2] *Action Item*: A commitment to complete an action or an assignment.